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How to update the homepage

David H. - 2023-01-23 - Website Designer

MemberNova's Live Website Designer allows you to easily modify your website at any time.

Editing the homepage

- 1. Click **Website** or the **Globe** icon on the left.
- 2. Click Page Designer.
- 3. You will see a list of pages as thumbnails in the **Recent Pages** area. Click on the thumbnail named **Home Page**. You will be redirected to the Live Designer page.
- 4. From here, there are several options available:
 - Website Container You will see a large area which displays the homepage. You can modify the following simply by clicking on the various areas:
 - Logo You can update the website's <u>logo</u> by clicking on the logo near the website's menu.
 - Menu By clicking on the website's menu, you will be redirected to the Edit Menu page.
 - Footer At the bottom of the page you will see the footer area. To edit, click on the footer area.
- 5. Using the options on the right side of the page, you can access:
 - Content By clicking this button, you will gain access to the <u>Widgets</u>. You can drag and drop a
 widget and place it where you wish. There are two different icons displayed on the widgets:
 - + icon This means the Widgets will be created when you drag it over to the page.
 - Magnifying glass icon This means the widget already exists and can be clicked on to preview.
 - Themes By clicking this button, you can set a new theme for the website. This controls the look and color of the site.
 - o Layouts By clicking this button, you can set a new layout or page structure for the website.
- 6. Along the top of the Live Designer, you will have these options:
 - Preview (Computer screen, Tablet, and Mobile phone icon) By clicking on each of these icons near the top, it allows you to see a <u>preview</u> of how the page looks on different devices.

- View Live Page This button will take you to the live page on the website.
- \circ **Publish** (button) This makes the changes you made go live.
- 7. Click on **Publish**, to have your changes to live.

Note

After you click **Publish**, the updates will appear on your website within a few seconds.

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